

ECONOMIC DEVELOPMENT COMMISSION MINUTES
September 10, 2013
CUNA Mutual – 2000 Heritage Way – Waverly, IA
7:00 a.m.

A. Call to Order:

1. Members Present: Dan Beenken, Chairperson (*Arrived B.2*)
Deb Schroeder, Vice Chairperson
Brent Jones
Rose Meyer
Patsy Reed
Brad Roling
Jere Vyverberg
Jim Willis
Shelley Wolf (*Arrived B.1*)

Members Absent: None

Others Present: Brent Matthias, Economic Development Executive Director
Connie Tolan, Economic Development Office Coordinator
Dan McKenzie, Waverly City Council Liaison
Phil Jones, Waverly City Administrator
Bob Brunkhorst, Waverly Mayor
Mike Litterer, Waverly Light and Power
Reid Koenig, CUNA Mutual
Bob Buckingham, CUNA Mutual
Duane Liddle, Waverly resident

2. Approval of Agenda:

Motion By: Willis

Seconded By: Jones

Move that the agenda be approved as printed.

Yes: 7

No: 0

Absent: 2

3. Approval of Previous Minutes:

Motion By: Roling

Seconded By: Willis

Move that the minutes of the August 13, 2013 Economic Development Commission Meeting be approved.

Yes: 7

No: 0

Absent: 2

4. Communication Items: None

B. Regular Business:

1. Business Updates from Commission Members

Patsy Reed shared that Meyers Pharmacy is preparing for the 4th quarter, which is a critical time in retail.

Deb Schroeder reported that Bartels is prepared to reply to an RFP from Bremer County for home health services transition.

Jere Vyverberg provided an update on the Broadband Project for Waverly. An RFP was sent out for a feasibility study. There appears to be considerable interest based on calls that have been received. The deadline for submission is October 4th.

2. Business Updates from Economic Development Director

The City of Waverly will be hosting a strategic planning session tonight at 5:30 at Wartburg facilitated by the University of Iowa's Institute for Public Affairs. Commission members and community members have been invited. Directors will be giving updates and information will be gathered to help develop goals, plans and a vision for Waverly.

The Economic Development office has received a number of inquiries on buildings and properties. Multiple inquiries were related to multi-family and senior housing.

USDA funding opportunities for business park development have been explored. Waverly Light and Power has agreed to be the pass-through intermediary should this funding be utilized.

3. Updates from Mayor, City Administrator and City Council Liaison

Bob Brunkhorst shared that Jim Benda's agreement with the W-SR Schools on the Jr. High building ends September 30th.

Bob also informed the group that the Bremer County Board of Supervisors will be meeting with the Mayors of the communities in Bremer County, Patsy Reed, Brent Matthias and Phil Jones on September 19th to discuss the future of economic development in Bremer County.

Reid Koenig reported that Katie Warren, Director of the Waverly Area Business Incubator, will continue involvement with the incubator, but in a scaled back

capacity and not as Director. The Board will decide whether to hire another director or whether Board members will take over the Director's activities.

Dan McKenzie reported that the Waverly Planning & Zoning Commission and City Council are working on development of a rental housing code. Goals are to address safety, occupancy levels and general property maintenance for rental properties.

C. Old Business:

None

D. New Business:

None

E. Next Meeting Date:

The next meeting is scheduled for October 8, 2013, at 7:00 a.m. (location to be determined).

F. Executive Session

Discuss the purchase of particular real estate only where premature disclosure could be reasonably expected to increase the price the governmental body would have to pay for that property.

Motion By: Vyverberg

Seconded By: Willis

Move to enter into Executive Session is hereby approved.

Yes: 9

No: 0

Absent: 0

Motion By: Jones

Seconded By: Willis

Move to re-enter into Open Session is hereby approved.

Yes: 9

No: 0

Absent: 0

G. Adjournment:

Motion By: Jones

Seconded By: Wolf

That the Economic Development Commission meeting be adjourned.

Yes: 9

No: 0

Absent: 0

A tour of the CUNA Mutual facility followed the meeting.

- 530 employees in Waverly
- Employees from 38 communities
- Local payroll in Waverly >\$30.3 Million annually
- Waverly is Individual Life, Health and Annuity Service Center
- Products and services: Life Insurance, Annuities, Health, AD&D, Full Service Broker/Dealer, Consumer Sales
- Claims benefits paid on: Life, Health, AD&D, Employee Benefits Life, Health, Disability Income, Debt Protection, Loan Protection, Life Savings, Home Mortgage Protection, Credit Life